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November 4, 1998

Pat Sheppard, Senior Reports Analyst
Federal Election Commission
999 E Street, NW
Washington, DC 20463

Dear Ms. Sheppard:

RE: Bob Etheridge for Congress Committee ID#C00311555

This letter is prompted by the Commission's review of the Committee's reports in the letter dated October 20, 1998. The following are questions that were raised concerning certain information contained in the report. An itemization follows:

Reference: 12 Day Pre-Primary Report (7/1/98-8/26/98)

Issue: "Best Efforts"

- Bob Etheridge for Congress thoroughly complies with the best efforts attempts to obtain the occupation and employer for all individuals who contribute more than \$200 in a calendar year. The Bob Etheridge Committee requests all contributor information initially with each solicitation. A copy of the solicitation was sent in a February 1997 response. The Bob Etheridge Committee then makes a follow-up request if the information is not included on the response to the original solicitation. A standard follow up copy of the request was sent in February 1997. Each of our solicitations include a "clear request" for itemized contributor information. The committee also requests employer and occupation for contributions in excess of \$200 not received as a result of a specific solicitation. All of our requests are written requests. Documentation of all written requests are maintained in our files. Our written requests include a self addressed envelope to expedite response. Please also note that copies of the Amendments that we have file concerning best efforts were also attached to the February 1997 response.

Issue: "Purpose" of Disbursement

- Commission Regulations define the term "purpose" to mean a brief statement or description of why a disbursement was made. The Bob Etheridge Committee complies with the "purpose" descriptions. Please clearly state an example of an unacceptable description in our reports for the Committee and we will amend our reports to comply.